

**EXECUTIVE SUMMARY**  
**ILLINOIS WORKFORCE INNOVATION BOARD CRITERIA AND PROCEDURES**  
**FOR CERTIFYING COMPREHENSIVE ONE-STOP CENTERS UNDER WIOA**

The Workforce Innovation and Opportunity Act of 2014 (WIOA) requires the State Workforce Board, in consultation with chief elected officials (CEOs) and local boards, to establish objective criteria and procedures for use by local boards to certify comprehensive one-stop centers. These criteria and procedures were developed in consultation over many months with required State and local partners, as described below.

These “Criteria and Procedures for Certifying Comprehensive One-Stop Centers Under WIOA” are presented to the Illinois Workforce Innovation Board (IWIB) for approval.

These guidelines:

1. Establish minimum criteria for local boards to apply when assessing and certifying comprehensive one-stop centers in their areas;
2. Provide procedures for local boards to evaluate and certify comprehensive one-stop centers; and
3. Prescribe timelines for local certification of comprehensive one-stop centers and for reporting outcomes to the State.

The consultation process included the following:

1. The Task Force the Illinois Workforce Innovation Board (IWIB) established to oversee implementation of WIOA provided input on a preferred approach to certification of comprehensive one-stop centers.
2. Local perspectives about the IWIB’s preferred approach were obtained by engaging the WIOA Task Advisory Groups (TAGs) for Governance and Operations. The TAGs also provided preliminary objective criteria for initial certification of comprehensive one-stop centers based on the requirements of the law, as well as feedback on procedures for ensuring the objectivity and integrity of the certification process.
3. Feedback of the Task Force and the TAG was incorporated into an initial draft of the IWIB criteria and procedures for certifying comprehensive one-stop centers.
4. The initial draft was distributed to the Illinois Workforce Partnership for review and comments. The Illinois Workforce Partnership includes representatives of all local workforce areas. Comments were incorporated into a second draft of the criteria and procedures.
5. The second draft was distributed to State-level program partners represented on an Interagency Work Group and to the Governance and Operations TAGs for the local perspective.
6. The incorporation of those comments culminated with the final draft presented to the IWIB to fulfill the WIOA requirement that the State Workforce Board consult with chief elected officials and local boards in the development of certification criteria and procedures.
7. The criteria and procedures for certifying comprehensive one-stop centers will become effective immediately.